

P-PATCH COMMUNITY GARDENING PROGRAM

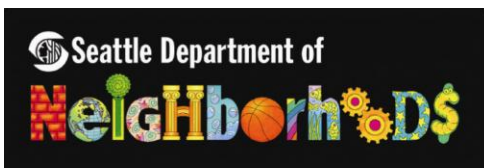
PLOT ASSIGNMENT

GUIDELINES

Potential gardeners can get plots in new and existing P-Patch community gardens. These guidelines explain the number of strategies the program uses to assign plots in P-Patches.

Plot assignments in existing P-Patch Community Gardens happen in the following ways:

- 1. Individuals and groups who follow all requirements and program rules, as monitored by staff and garden volunteer leadership, have first option to renew their space annually.** In cases of personal hardship, staff may grant exceptions.
- 2. Individuals and groups who currently have a plot have the option to move within and between P-Patches.**
 - Within P-Patches: the gardener may request to be moved. Staff, along with site leadership, honors requests chronologically.
 - Between P-Patches: the gardener may request to be transferred to another P-Patch. Staff honor requests based on the gardener's original waitlist date.
- 3. Individuals and groups who help meet the following program strategic goals have priority over those who do not.**
 - P-Patches reflect the diversity of their surrounding neighborhood.
 - Food is grown for donation (i.e. food banks and hot meal programs).
 - P-Patches have adequate number of gardeners living directly from the surrounding neighborhood.
 - P-Patches assist populations underserved by the program. In 2011, these groups include African-Americans, Latinos, recent immigrants and refugees from Africa, children and youth groups up to age 24, those with ADA needs and groups that serve seniors.
- 4. Individuals and groups who are on P-Patch wait lists (established gardens) and interest lists (gardens under development), including their garden preferences, are considered. Refer to document, "How Waitlists Work" at**
<http://www.seattle.gov/neighborhoods/ppatch/howwaitlistworks.htm>



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New P-Patch Community Gardens: Plot assignments happen in the following ways:

- 1. Individuals who help develop the new garden accrue volunteer hours. The total number of garden development volunteer hours is the principle basis for assigning plots.**
 - Volunteer hours can be earned through a variety of means such as physical labor, organizing, fundraising and administrative tasks for the garden development.
 - Other forms of payment may not be made in lieu of volunteer hours.
 - Volunteer hours towards garden development can be accrued by a potential gardener, family members and/or friends.
- 2. In the case of limited garden space, newly opened garden interest lists begin with individuals who contributed volunteer hours for the garden's development, but were not assigned a plot.** Subsequently, regular waitlist procedures apply.

Expanding P-Patch Community Gardens: Plot assignments happen in the following ways:

- 1. Individuals who help expand an existing garden accrue volunteer hours. The total number of garden development volunteer hours is the principle basis for assigning plots.** Time spent on the waitlist is accrued at one volunteer hour per year and is included in the total.
 - Volunteer hours can be earned through a variety of means such as physical labor, organizing, fundraising and administrative tasks.
 - Other forms of payment may not be made in lieu of volunteer hours.
 - Volunteer Hours contributed to garden expansion can be accrued by a potential gardener, family members and/or friends.
- 2. Once a garden has expanded, the existing wait list is merged with the list of individuals who contributed volunteer hours for the expansion, but were not assigned a plot due to limited space.** Time spent on the waitlist is accrued at one volunteer hour per year and is included in the total. Subsequently, regular waitlist procedures apply.

P-Patch Plot Size Management

Available gardening plot sizes are unique to each P-Patch.

- 1.** Each garden has a base plot size (ranging from 40-2,500 sq ft). Plot sizes are based on the overall garden size, the interest list and waitlist length, the population density of neighborhoods, and other programmatic goals.
- 2.** As plots turn over, plot sizes may be adjusted by staff, in consultation with volunteer leadership, based on the following factors: overall garden size, waitlist length, population density of neighborhoods, and other programmatic goals.
- 3.** In P-Patch community gardens with different plot sizes, larger plots are assigned to gardeners based on their needs, experience, and demonstrated ability to steward the plot well.
- 4.** These guidelines apply to all gardeners beginning on 1/1/2010. Gardeners not currently meeting the guidelines are grand-fathered.